

STATE OF WISCONSIN
Department of Health Services
Division of Long Term Care

DLTC Memo Series 2010-12 / ACTION
Date: November 24, 2010
Index Title: ELDER ABUSE DIRECT SERVICE
FUNDS FOR CY 2011

Supersedes 2009-13

To: Listserv

For: Area Administrators/Human Service Area Coordinators
County Departments of Community Programs Directors
County Departments of Human Services Directors
County Departments of Social Services Directors
County Elder Adults-at-Risk (Elder Abuse) Agency Contacts

From: Susan Crowley
Administrator

Subject: Elder Abuse Direct Service Funds for Calendar Year 2011

Document Summary

This memo provides information on the availability of elder abuse direct service funding for CY 2011, clarifies that these funds are to be used for direct services to elder adults at risk age 60 and over, restricts use of elder abuse direct service funds to provide long term care services only up to six months duration per individual, prohibits cost-sharing of services provided through elder abuse funds, identifies performance expectations, alerts counties to their obligation to complete by March 1, 2012 a report on their annual elder abuse direct service expenditures as well as have entered all county reports of elder abuse into the Wisconsin Incident Tracking System for Elder Abuse and requests counties to respond by December 14, 2010 their intent to secure their allocation.

Lead Elder Abuse Agency Formula Allocations

Counties will have the same level of funding in 2011 as in 2010. This funding represents a one-percent (1%) reduction from the 2009 funding level, see [Attachment A](#). However, the multi county area agency on aging is authorized to reallocate funding from counties that have under spent more than \$5000 in elder abuse direct service funds two years in a row (2009 and 2010). Redistribution of CY 2011 funds will be at the discretion of the Greater Wisconsin Agency on Aging Resources (GWAAR), but may include awarding funds to counties which express an interest in receiving additional funds. Therefore, counties (other than those counties that have a pattern of underspending), which are willing to accept an amount greater than the amount that is listed on Attachment A and have the capacity to expand elder abuse services beyond their allocation, should notify the GWAAR of their willingness to accept additional funds when making their initial request. However, counties interested in requesting increased funding in CY 2011 must recognize that additional funds may not be available in CY 2012 if other counties expend their full allocation in CY 2011.

A county must notify its area agency on aging **NO LATER THAN DECEMBER 14, 2010** of its intent to secure its allocation to pay for elder abuse direct services delivered in its county for the period January 1-December 31, 2011. See [Attachment B](#) for the application form to be used when requesting funding.

If a lead elder abuse agency fails to notify its area agency on aging by December 14, 2010 it will be assumed that the agency is unable to use the funds. A county choosing to decline funds for CY 2011 will continue to be eligible for its full allocation in subsequent years, unless the county shows a pattern of under-spending.

Elder Abuse Direct Service Dollars and the Community Options Program (COP)

Elder abuse funding is intended for short term needs to stabilize a situation and address immediate concerns. This funding is not intended to be used for supplementing long term care service dollars. Since the intent of the elder abuse direct service funds are short term (i.e., less than six months), counties should use elder abuse direct services funds to provide long term care services only up to six months duration per individual. Once a county has elected to use elder abuse direct services funds for an individual's long term support needs, it should develop a plan for funding that individual with other funds after six months. This may include assisting the client or the guardian in pursuing enrollment in Family Care or waivers where applicable. Non-Family Care Long Term Support Committees should consider elder abuse victims when establishing county wait list policies.

Elder Abuse Funds and Cost-Sharing

It is recognized that counties have financial constraints and agencies have been challenged in meeting the needs of all clients requiring services. To address this concern, some counties have instituted cost-sharing policies for certain programs/services they provide. While cost-sharing may be appropriate in some areas it is not allowable to require cost-sharing in the provision of elder abuse direct services. Furthermore, a county may not charge for an investigation or response to an allegation of abuse, neglect or exploitation.

Use of Elder Abuse Funds for Adults at Risk (ages 18 to 59)

The state elder abuse appropriation [WI Stats. § 20.435 (7) (dh)] explicitly states under WI Stats. § 46.90 (5m) that the funds are to be used for direct services for elder adults at risk (age 60 and older). Therefore, the funds cannot be used for adults at risk less than sixty (60) years of age.

Performance Expectations

Best practice performance expectations for county elder abuse direct service funds will be included as part of the award. They are as follows:

- Ongoing operation of an Elder Abuse or Elder Adults/Adults-at-Risk Interdisciplinary Team (I-Team) throughout CY 2011.
- Submission to the Department of Health Services elder abuse reporting data for calendar year 2011 via the Wisconsin Incident Tracking System (WITS). To gain access to the reporting system, go to this web page <http://dhs.wisconsin.gov/aps/wits/index.htm> and follow directions provided.

How to Apply for Funds

The area agency on aging (AAA) will release funding to the county upon receipt of a brief plan (two-page maximum) from the county describing how it will demonstrate that the above two performance expectations will be met. The plan is to be submitted along with the budget application form (Attachment B) and therefore is due to the AAA on **December 14, 2010**. If unsatisfactory performance is identified, funding to counties that are not fulfilling performance expectations may be adjusted in CY 2012.

A list of allowable elder abuse direct service expenses is attached (see [Attachment C](#)). Staff costs, except for staff costs associated with the provision of direct services to an individual identified as a victim of abuse, neglect and/or exploitation and/or preventive services associated with an elder adult at risk of abuse, neglect and/or exploitation, are NOT ALLOWABLE. Note when determining if services to address self-neglect are allowable under this funding source, the definition for self-neglect [WI Stats. § 46.90 (1) (g)], includes a threshold of **significant danger**, i.e., a significant danger to the elder **must** be present. Consistent with statutory language in Wis. Stats. § 46.90 (5m), administrative overhead and indirect costs ARE NOT ALLOWABLE activities under this funding source. Also, there is no provision to carry funds forward into CY 2012.

Reporting

By March 1, 2012 counties must complete a **2011 Elder Abuse Direct Service Expenditures Report**. Completion of the Expenditures Report will be via an online survey. You will receive information and instructions on how to complete the survey in January 2012.

Also by March 1, 2012 counties must submit to the Department of Health Services elder abuse reporting data for 2011 by using the web-based data system titled "Wisconsin Incident Tracking System." To gain access to the system, go to this web page <http://dhs.wisconsin.gov/aps/wits/index.htm> and follow directions as listed.

ACTION SUMMARY: Return Attachment B (along with your county's brief plan stating how you will meet performance expectations) to your area agency on aging by December 14, 2009. See Attachment B for contact information.

REGIONAL OFFICE CONTACT: Area Coordinators: Adult & Children's Long Term Care/Disability Services, Adult Protective Services
<http://dhs.wisconsin.gov/areaadmin/contacts.pdf>

CENTRAL OFFICE CONTACT: Jane A. Raymond
Bureau of Aging and Disability Resources
Division of Long Term Care
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MEMO WEB SITE: http://dhs.wisconsin.gov/dsl_info/NumberedMemos/NMemos_index.htm

Attachments: A – [2011 Elder Abuse Direct Service Funds Allocation Chart](#)
B – [2011 Elder Abuse Direct Service Funds Application Form](#)
C – [List of Allowable Elder Abuse Direct Services Expenses](#)

cc: County/Tribal Aging Unit Directors
County Departments of Developmental Disabilities Directors
Bureau Directors/Section Chiefs
Tribal Chairpersons/Human Services Facilitators